Colchester Public Schools

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BYLAWS OF THE BOARD

GUIDELINES OF ADHOC COMMITTEES

The Chair of the Board of Education shall identify the need for an adhoc committee. An adhoc committee shall be convened to accomplish a specific task and typically will be a short-term, non-permanent body.

The Board of Education as a result of a two-thirds vote shall establish the committee charge, duties and membership. The Chair of the Board of Education shall be an ex officio member of the committee. The Board of Education shall determine the specific task required and duties of the committee and a general timeline at the time of appointment.

Committee members shall select their own chairman. The Chair of the Board of Education shall fill any vacancies.

The committee shall be considered dissolved when its written final report has been made to the Board of Education. The committee shall act in an advisory capacity only. Its recommendations shall be presented to the Board but are not considered binding.

Adhoc committees shall have access to the press only through the Superintendent of Schools and/or the chairperson of the committee.

The Committee may determine:

- how it wants to organize itself.
- how often to meet.
- what records to keep in addition to minutes of meetings.
- whether to have a subcommittee or study group.
- what information or additional participation it shall need and direct such requests to the Superintendent of School side signee.

Meetings should be held in accordance with state and federal regulations. Minutes shall be submitted to the Secretary of the Board and kept on file in the Superintendent's office and available during business hours.

Legal Reference: Connecticut General Statutes
1-7 through 1-21k Freedom of Information Act
1-18a Definitions
1-21 Meetings of government agencies to be public

Bylaw adopted by the Board: November 18, 1997
Bylaw revised: August 13, 2019
Bylaw revised: December 8, 2020

COLCHESTER PUBLIC SCHOOLS
Colchester, Connecticut